



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
CAMERON STATION
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MCO 10120.59A
LPP-2
5 Nov 99

MARINE CORPS ORDER 10120.59A W/CH 1

From: Commandant of the Marine Corps
To: Distribution List

Subj: CIVILIAN CLOTHING ALLOWANCES FOR OFFICERS ASSIGNED
TO A PERMANENT DUTY STATION OUTSIDE THE UNITED STATES

Ref: (a) 37 USC 419
(b) MCO P10120.28F

1. Purpose. To provide procedures for requesting payment authorization of civilian clothing allowances to officers assigned to a permanent duty station outside the United States.

2. Cancellation. MCO 10120.59.

3. Background. Per reference (a), an officer of an armed force who is assigned to a permanent duty station at a location outside the United States may be paid a civilian clothing allowance in such amount as the Secretary shall determine under regulations if such officer is required to wear civilian clothing all or a substantial portion of the time in the performance of the officer's duties.

4. Entitlement

a. Effective 4 December 1987, officers assigned to a permanent duty station outside the United States who are required to wear civilian clothing while performing official duties are entitled to one of the following civilian clothing allowances:

(1) The Initial Permanent Duty Civilian Clothing Allowance may be authorized for officers who are required to wear civilian clothing 50 percent or more of official duty time at a permanent duty station outside the United States.

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distribution is unlimited

(2) The Civilian Clothing Replacement Allowance may be authorized for officers who received an Initial Permanent Duty Clothing Allowance who serve more than 1 year in positions requiring the wear of civilian clothes.

(3) The Temporary Duty Civilian Clothing Allowance may be authorized for officers who are required to wear civilian clothing 50 percent or more of official duty time while TAD from their permanent duty station outside the United States to another location outside the United States for at least 15 days.

b. Civilian clothing allowances are published annually in a Marine Corps bulletin in the 10120 series (individual clothing allowances bulletin).

5. Action. Commanders should ensure that the following procedures are followed when requesting payment authorization of civilian clothing allowances to officers assigned to a permanent duty station outside the United States:

a. Requests for payment will be submitted to the Commandant of the Marine Corps (CMC) (MCUB) via the Defense Finance and Accounting Service Center, Support Services Division, Accounts Maintenance Section, Kansas City, MO 64197-0001. At the time of submission, the individual's command will also forward an "advance information copy" of the request to the CMC (MCUB). No payments of the Initial Permanent Duty Civilian Clothing Allowance or the Temporary Duty Civilian Clothing Allowance will be made without written authorization from the CMC (MCUB). Officers assigned or administratively attached to the Marine Security Force Company, London, will query the administrative officer thereat to determine the necessary procedures for submission of the requests. Officers assigned to intelligence and/or defense attache duties will query the CMC (CIRP) to determine the necessary procedures for submission of the requests.

b. All requests for payment must contain a statement to the effect that the officer is required to wear civilian

clothing all or a substantial portion of the time for official duties. For the purpose of determining eligibility, a "substantial portion" is defined as 50 percent or more of official duty time. All requests must contain the date current tour began, tour length, expiration of active service, and a copy of the individual's permanent change of station orders. The request must also indicate the type of allowance to which the officer is entitled; Initial Permanent Duty Civilian Clothing Allowance or Temporary Duty Civilian Clothing Allowance.

c. The Marine's commanding officer will certify the individual's qualifications for the Civilian Clothing Replacement Allowance. Officers will use the same eligibility criteria applicable to enlisted personnel as outlined in reference (b), chapter 4.

d. Upon receipt of authorization to effect payment, the individual's command will report payment of the allowances according to published procedures. Officers who are not assigned duties located at a Marine Corps command will indicate in their requests the command and address to which they are administratively attached.

6. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.



G. S. McKISSOCK
Deputy Chief of Staff
for Installations and Logistics

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SUBJ/MCO 10120.59A CH 1. CIVILIAN CLOTHING ALLOWANCES FOR OFFICERS
ASSIGNED TO A PERMANENT DUTY STATION OUTSIDE THE UNITED STATES//
POC/K. GRIFFE/GS12/LPC-4/DSN 225-8946/TEL:703-695-8946//
RMKS/1. THIS CHANGE IS APPLICABLE TO MARINE CORPS ACTIVITIES ON PCN
10210982300.

2. PURPOSE. TO DIRECT A PEN CHANGE TO THE BASIC ORDER.

3. THIS CHANGE IS EFFECTIVE IMMEDIATELY UPON RECEIPT.

4. ACTION

A. PAGE 1, PAR 3; ADD THE FOLLOWING SENTENCE AT THE END OF THE
PARAGRAPH "THE TERM 'UNITED STATES' IS DEFINED AS THE 48 CONTIGUOUS
STATES, THE DISTRICT OF COLUMBIA, AND THE STATES OF ALASKA AND
HAWAII."

B. PAGE 2, PAR 4C; ADD THE FOLLOWING SUBPARAGRAPH "C. RESERVE
COMPONENT (RC) MEMBERS ON ACTIVE DUTY FOR PERIODS EXCEEDING 179 DAYS
AND WHOSE PERMANENT DUTY STATION IS OUTSIDE THE UNITED STATES SHALL
BE AUTHORIZED CIVILIAN CLOTHING ALLOWANCES. RC MEMBERS ON ACTIVE
DUTY FOR PERIODS OF LESS THAN 6 MONTHS OR ON INACTIVE DUTY ARE
EXCLUDED FROM CIVILIAN CLOTHING ALLOWANCE ENTITLEMENTS."

5. SUMMARY OF CHANGES. THIS CHANGE DEFINES THE TERM "UNITED STATES"
AND PROVIDES CLARIFYING GUIDANCE ON CIVILIAN CLOTHING ALLOWANCE
ENTITLEMENTS FOR MEMBERS OF THE RESERVE COMPONENT ON ACTIVE DUTY.

6. FILING INSTRUCTIONS. FILE THIS CHANGE IMMEDIATELY FOLLOWING THE
SIGNATURE PAGE OF THE BASIC ORDER.

7. THIS CHANGE IS APPLICABLE TO THE MARINE CORPS RESERVE.//

BT